



# Recording Policy

Recordings are provided to participants who have attended the training, in its entirety. Recordings are provided as a value-add to your training, and should not be utilized as a replacement to the classroom experience.

## **Participants can expect the following:**

- Recordings will be provided the Monday after class is completed
- Recordings will be provided for 14 days
- Recordings will be accessible as “View Only” status and cannot be copied
- Sharing recordings is strictly prohibited

To request recordings, please fill out the form linked in Learn++.  
(<https://forms.gle/gTJwnshuJWak3u6z9>)

Thank you for your understanding and adhering to the policy.